

MINUTES OF THE MEETING
THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
March 16, 2021



These minutes are for informational purposes only.

PRESENT: Asikainen, Samantha; Beckwith, Martha; Bellerose, James; Bentley, Cary (7:14); Blackmer, Robert; Carabeau, Garry; Child, Barbara; Duvall, Nancy (C); Higgins, Edwin; Johnston, Kevin; Kelly, Paul; Larrow, Jeff; Livernois, Jay (Ex-Officio); McGinn, Walter; Paquette, Philippa; Rhynhart, Hans; Samborowski, Len; Swenson, Christine; Trivella, Joan; Tuttle, Brent (P); Young, Scott

ADMINISTRATION: Chalupka, Eric; Favreau, Amy; Harten, Michael; Hughes, Karin; Rigney, John; Sandford, Chris; Singleton, Holly; Sturdevant, Jon; Susi, Michael; Woodland, Julie

ABSENT WITH NOTIFICATION: Atchinson, Keith (B); Frankhouser, Hans (W); Morse, David

GUESTS: Noah Salsich

1. Call to Order

The meeting was called to order by President Swenson at 7:02 p.m.

2. Student Council Report

President of Student Council, Noah Salsich described various recent and upcoming Student Council events, saying a recent virtual cultural festival went very well. The Academy community can look forward to an upcoming carnival on April 29 and another blood drive, also in April. Noah described his first experience participating in a Model UN competition at which he won “Best Position.” After answering several questions, Noah left the meeting.

3. Community Participation – None.

4. Secretary’s Report—Minutes of January 19, 2021 and February 16, 2021

MOTION: (Samborowski/Tuttle) To approve the minutes of January 19, 2021 and February 16, 2021. All voted Yes except Samantha Asikainen and Barbara Child, who abstained. Motion passes.

5. Board Reports

a. President’s Report

i. Correspondence

Head of School Sandford highlighted the key pieces of correspondence found in the packet including letters to and from Senator Joe Courtney regarding COVID funding for independent schools, along with letters to and from Woodstock Public Schools regarding the 2021-2022 tuition rate. Other correspondence included letters to the sending towns with copies of the *Gleaner*, a thank you letter to Kyle Kramer of Day Kimball Hospital for his help vaccinating our employees, a letter to the Woodstock Tax Assessor regarding the sale of 30 Childs Hill Road, along with various letters of bereavement, letters of congratulations on winning the Head of School Award, and letters acknowledging various people moving on from The Academy.

ii. Trustee Retreat Reflection

President Swenson stated it is her belief that the self-evaluation performed at the February Trustee Retreat was eye opening and yielded good results. She expects the ad hoc Governance Committee to move forward by tasking the various subcommittees with specific action items. The handout provided in the meeting packet should be used by the committee to formulate a detailed plan.

b. Committee Reports—questions/discussion on reports provided in packet

No questions were asked.

6. Woodstock Academy Administration Reports

a. Associate Head of School for Finance and Operations Report

i. 2020-2021—Budget Update

Associate Head of School for Finance and Operations Michael Susi provided a summary revenue and expense handout, pointing out the balance of revenue to expenses to date are as expected. With the return of more students to campus, insurance, transportation, and food service line items will undoubtedly increase.

ii. Approve Auditor for 2020-2021

Maletta & Company, who has performed the audits for The Academy for the last several years, submitted a proposal to perform the 2020-2021 audit for the same price as last year. The Board has been happy with the quality and scope of their services.

MOTION: (Kelly/Trivella) To retain the services of Maletta & Company to perform the 2020-2021 audit for The Academy. All voted Yes except Len Samborowski, who abstained. Motion passes.

iii. 2019-2020 Audit—Second Read

The 2019-2020 audit was available for an official second read. It will be voted on at the Annual Meeting in August 2021.

MOTION: (Tuttle/Child) To endorse the 2019-2020 audit for approval at the Annual Meeting in August 2021.

Unanimous

iv. Other—None

v. Board questions/discussion—None

b. Associate Head of School Report

i. March Update

Associate Head of School Holly Singleton provided an overview of recent achievements by students, faculty and staff at The Academy. Her comprehensive list is attached below.

ii. Bridge to Return

Associate Head of School Holly Singleton detailed the various schedules and activities planned for the next five weeks which will culminate in all Academy students returning to campus for four (4) in-person classes in addition to a half day of eLearning. Mrs. Singleton said she has only received a dozen requests from students who are unable to return for on-campus learning. She has been working closely with social workers to transition hesitant students back to campus in a variety of creative ways. So far, nearly seven hundred students have been attending in-person classes for the Monday/Tuesday schedule. Mrs. Singleton asked the Trustees to let her know if they are aware of any students struggling to return to campus.

iii. Academic Update

Associate Head of School Holly Singleton and Assistant Head of School for Enrollment Amy Favreau detailed plans for various end-of-the-year activities such as class night, junior and senior prom, and graduation. Graduation has been set for Saturday, June 12 at 10:00 a.m. and is expected to last for an hour to an hour and ten minutes. All Trustees are invited to attend, and anyone on the Board wishing to present a diploma to their own child should let Julie Woodland know so it can be arranged.

iv. Other—None

v. Board questions/discussion—None

c. Associate Head of School for Advancement

i. InSpire150 Campaign

Associate Head of School for Advancement Jon Sturdevant provided an overview of the upcoming InSpire150 fundraising campaign as detailed in the most recent issue of the *Gleaner*. Mr. Sturdevant is excited to begin meeting with potential donors for this important project starting with all members of the Board of Trustees, the Foundation, administrative team, faculty, staff, alumni, friends and Academy supporters from the greater community. His fundraising goal is at least \$1M and naming opportunities for various aspects of the project are available for a wide array of possible gift levels.

ii. Other

Applying for a permanent liquor license was proposed to the Board, citing the time-consuming and costly nature of acquiring temporary liquor permits for Loos Center events in the past. Discussion included liability insurance, using licensed bartenders, alcohol storage, facility capacity and air handling. The Board unanimously supported moving forward with the application.

iii. Board questions/discussion—None

d. Head of School Report

i. Special Education Presentation by Karin Hughes

Dean of Student Services Karin Hughes provided a PowerPoint presentation which offered an overview of the new special education program scheduled to begin in fall 2021. The program is being called Structured Teaching Reinforcing Individualized Varied Experiences (STRIVE) and will provide special education and related services to eligible students in grades 9-12, and from ages 18-22. It will replace a program formerly offered by EASTCONN and will have a flat fee with additional charges for added services. Students will receive traditional resource support (where a case manager provides academic support, direct support, and transition planning via general education classes) along with individualized support (more specific and comprehensive accommodations, modifications, and programming in the general education setting). Per the Theory of Action, STRIVE is a unique program meant to close the achievement gap, increase diversity and improve inclusion on our campuses. A comprehensive brochure offered a greater degree of detail. It is hoped at least ten students will enroll in the program for fall 2021, which will provide effective, financially responsible programs for area students who might typically be outplaced. Opportunities for the future include a residential program, expanding transition opportunities in the community, building programming for 18-22-year-old students, collaborating with towns in addition to our sending towns, and exploring a possible preschool program. Discussion included the ways in which The Academy has already created a welcoming environment, such as through the unified sports Special Olympics programs, peer tutoring program and combining academic and experiential learning.

ii. 2021-2022 Calendars (BOT, Academic, Residential Life)

Head of School Sandford stated these are the same calendars the Board has already seen before.

MOTION: (Samborowski/Tuttle) To approve the BOT, Academic and Residential Life calendars as presented.

Unanimous

iii. 2021-2022 Tuition

Head of School Sandford provided a handout which used revenue projections to create a proposed tuition rate for the 2021-2022 school year, noting the proposed tuition rate does not reflect an increase for the sending towns. The tuition rate has already been endorsed by the Executive and Finance Committees. Questions

included which additional fees are added to the tuition rates of boarding, special education, and (non-sending town) day students.

MOTION: (Larrow/Child) To accept the 2021-2022 tuition rate as presented.

Unanimous

iv. Approve Committee Charters

Subcommittee charters were available for review and will be presented again at the Annual Meeting in August.

MOTION: (Paquette/Trivella) To approve the committee charters as presented.

Unanimous

v. Other—None

vi. Board questions/discussion—None

7. Other Items

As Academic Committee Chair, Philippa Paquette asked that another BOT member be added to the Academic Committee. Len Samborowski volunteered and was thanked by the group.

8. Executive Session—Personnel Matters and MOU with WAEA

MOTION: (Young/Higgins) To enter into Executive Session to consider Personnel Matters and an MOU with the WAEA, inviting Head of School Sandford, Amy Favreau and Julie Woodland to attend at 8:22 p.m.

Unanimous

Amy Favreau left the meeting at 8:27 p.m.

The meeting returned to regular session at 8:35 p.m.

9. Possible Action Based on Executive Session

MOTION: (Larrow/Paquette) To approve the renewal of Assistant Head of School for Enrollment Amy Favreau's contract according to the terms discussed during executive session.

Unanimous

MOTION: (Tuttle/Asikainen) To approve the termination of Jocelyn Morse's contract as discussed in executive session due to the position being eliminated.

Unanimous

MOTION: (Samborowski/Blackmer) To approve the request of Nikolas Ververis for a leave of absence as discussed in executive session.

Unanimous

MOTION: (Larrow/Young) To approve the renewal of Associate Head of School for Advancement Jon Sturdevant's contract according to the terms discussed during executive session.

Unanimous

MOTION: (Rhynhart/Paquette) To ratify the memorandum of understanding (MOU) with The Woodstock Academy Teacher's Association (WAEA) as discussed in executive session.

Unanimous

10. Adjournment

MOTION: (Samborowski/Larrow) To adjourn the meeting at 8:38 p.m.
Unanimous

Respectfully submitted,

Julie Woodland

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Board Clerk

The Woodstock Academy prepares all students by providing diverse opportunities through a rigorous curriculum and a variety of programs in order to cultivate the necessary skills to become lifelong learners and global citizens.



March Updates from the Associate Head of School

School Updates

- WA is preparing for the start of the Bridge to Return schedule. (Details on the back.)

School & Student Achievements

- WA's Model UN National team wins first place! They were awarded first place in research and first place in performance. Eleven of the 11 members also won individual awards:
 - Award of Distinction: Riley Chapuis (W), AJ Williams (W), Kaily LaChapelle (W), Hannah Darigan (P)
 - Award of Excellence: Eli Werstler (W)
 - Award of Merit: Sam Massey (W)
 - Honorable Mention: Ethan Bove (W), Ashley Nunes (W), Clayton Singleton (E), Katie Ben (B), Emily McClure (W)
- Vincent Tocci (W) won Honorable Mention in the Scholastic Writing Awards for his critical essay, "Take These Broken Wings and Learn to Fly: How We Clipped the USPS's Wings."
- Five students received awards at the Scholastic Art Awards: a Gold Key for Mallory Tyimok (P), a Gold Key for Ella Favreau (I), a Silver Key for Aiden Finch (B), an Honorable Mention for Noah Page (I), and an Honorable Mention for Han Zheng (I).
- Clayton Singleton (E) won a Distinguished Finalist Medallion in the 2021 Prudential Spirit of Community Award as a top CT runner-up. He also received the 2021 President's Volunteer Service Award.
- Three students were accepted to the virtual CT All-State Music Festival: Cormac Nielson (W) for band, Vincent Tocci (W) for chorus, and Rockwell Valentine (W) for jazz band.

Faculty & Staff Achievements

- Tom Young was selected by the College Board to be an AP reader for this year's AP Statistics test.
- Sara Dziedzic received her ECE certification as an instructor of Introduction to Genocide Studies through UConn.
- And super congratulations to Sara Dziedzic on the MUN Team's National Championship this past week – first place in research, first place in performance, and 11 out of the 11 students won individual awards! WAhooo!!
- John Rigney was accepted into Columbia University's Teacher College FORGE summer program.
- Andrew Morehouse was approved for ECE certification as an instructor of Advanced Topics in Latin through UConn.